



CITY OF GARDINER

PLANNING BOARD

Planning Board Meeting Minutes

Tuesday, April 11, 2017 @ 6:00 PM

Members Present: Chair, Debby Willis Diane Morabito Pam Mitchel
Ron Condon Joel Alexander Zachary Hanley

Members Absent: Les Young

Also Present: Barbara Skelton, Code Enforcement Officer (CEO)/Assistant Planner
Robin Plourde, Executive Assistant
Teresa Zardus, Applicant
Mike Lyne, Applicant
Maureen McGlone, Ransom Consulting

- 1.) **Call the Meeting to Order**
Chair Willis called the meeting to order and welcomed everyone.
- 2.) **Roll Call**
- 3.) **Review of Meeting Minutes of January 10, 2017**
Amended date to say 2017 instead of 2016.
Ron Condon moved to approve the meeting minutes with the date change. Zachary Hanley seconded the motion.
Motion approved by unanimous vote.

New Business

4.) Public Hearing- Planning Board Review

Teresa A. Zardus, Applicant is seeking Planning Board approval to expand existing spa wellness service to include massage therapy classes. The property, located at 1 Lincoln Ave. City Tax map 034 lot 269, is in the High Density Residential (HDR) Zoning District.

Applicant says she is just adding classes and will need to go to Maine Department of Education first. They will give her guidelines so the people who take the classes will be able to get licensed with the state.

Chair Deb Willis opened public hearing. Nothing from the City staff or the public. Public hearing closed.

Section 11- Parking

Diane Morabito: the number of existing parking spaces you have is 7, you need 10.

Teresa Zardus: I will have a 10 student maximum; we would look at the front of the building on Lincoln Ave. On the School Street side, we have an opportunity to have 2 more spaces.

Pam Mitchell: Are you going to have anything else going on at the same time as the classes? Teresa Zardus: No. Pam Mitchell: Have you considered asking St.

Joseph's Church? Teresa Zardus: yes, but I would want to use our available space first. Do I need to add striping now or hold off until approved? CEO, Barbara

Skelton: Adding it now would be better. Chair Willis: looking at review criteria- Application is complete and all members agree.

Pam Mitchell: the only issue is not conforming to parking. Teresa Zardus: I would

limit the number of people. Pam Mitchell: Limit to 6 people for now and have the

striping done. Ron Condon: How is limiting 6 people going to be enforced? Teresa

Zardus: When we advertise we will limit the number of students, our maximum will

be 6 and then have a waiting list. Chair Willis: We will go on the word of the owner.

Pam Mitchell: Would the State do inspections? CEO, Barb. Skelton: yes I believe so.

Motion made by Pam Mitchell that the application meets the standard with the school being limited to 6 students and the parking is striped. Second by Diane

Morabito. Motion passed by unanimous vote.

Pam Mitchell: Motion to approve application with previous noted conditions.

Second by Diane Morabito. Motion passed with unanimous vote.

5.) Public Hearing-Subdivision Amendment to an Approved Plan

Developers collaborative/Kevin Bunker & Mike Lyne, Applicants are seeking approval to amend an approved subdivision to revise the property line between Map 037 Lots 6A & 6B. The property, located at 24 Summer St, City Tax Map 037 Lots 6A& 6b is in the Cobbossee Corridor (CC) & Shoreland overlay (SO) Zoning Districts.

Mike Lyne from the Developers Collaborative and Maureen McGlone from Ransom Consulting are present to discuss lot line adjustment.

Mike Lyne: there will be a different building where the senior building was going to be. It now will be a one floor medical building. Maureen McGlone: the lot line adjustment is why we are here.

Pam Mitchel disclosed that she received an abutter notice. She stated that she felt she could be unbiased and all agreed.

Chair Willis opened the public hearing. Pam Mitchell stated that she lives nearby and did receive an abutters letter. Nothing from City staff. Chair Willis closed public hearing.

Chair Willis: Review- Straightening the property line and moving the dumpster.

Pam Mitchell: Motion to approve the new lot line between lots 6a & 6b. 2nd by Joel Alexander, motion passed by unanimous vote.

6. Public Hearing- Site Plan Review

Developers Collaborative/Kevin Bunker & Mike Lyne, Applicants are seeking approval for a medical office building with associated parking. The property for the proposed medical office building is located at 24 Summer St, City Tax Map 037 Lot 6b and the proposed associated parking is located at 31 Summer St, city Tax Map 037 lot 17. Both properties are in the Cobbossee Corridor (CC) & Shore land Overlay (SO) Zoning Districts.

Mike Lyne from Developers Collaborative and Maureen McGlone with Ransom Consulting.

Interim City Manager Anne Davis, City Council spoke of this at last week's meeting and is on board and very excited for the changes in Gardiner.

Maureen McGlone: Overview of grounds and Parking Lot

Ron Condon: handicap parking, is the walkway shared space?

Maureen McGlone: yes they would have to share space.

Ron Condon: not sure enough handicap parking

Mike Lyne: Most people are dropped off; clients are happy with spaces.

Ron Condon: What is the percentage of patients dropped off?

Mike Lyne: I don't have that information but I'm sure the client does.

Pam Mitchell: I live nearby and got an abutters letter. I can be unbiased.

Ron Condon: I didn't see any floor plan for the building or parking.

Mike Lyne: The tenant is good with the parking.

Diane: How much room left over from the loading dock?

Maureen: 16feet between loading area and building. It can be moved 2 more feet.

Diane Morabito disclosed that she did a simple trip generation analysis for the Applicant. She stated that she could be unbiased and all agreed.

Chair Willis: Open the public hearing -----

Economic Development Director, Patrick Wright: Would appreciate your approval for this tenant. They would be a great addition to Gardiners tax base.

Chair Willis: Closed the public hearing.

Chair Willis: begin the site plan review with Section 8 Performance Standards. Are there lights on the building?

Mike Lyne: yes, wall pack lights and walkway lights.

Pam Mitchell: Do you know the hours of operation?

Mike Lyne: I don't have that information.

CEO, Barbara Skelton: The Augusta office hours are 9-5 and they are closed on weekends.

Pam Mitchell: are there plants around the dumpster? Mike Lyne: yes

Pam Mitchell: What is the Buffer?

Maureen McGlone: We could put a stockade fence up.

Ron Condon: asked if we could grant a waiver for screening requirements?

Maureen McGlone: We can put shrubs there.

Chair Willis referred to the current Section 8.12.3.10 of the Land Use Ordinance concerning flat roofs. She noted that there will be a new general performance standard for roofs, but for now except under certain circumstances they are not allowed. After a discussion by members, Pam Mitchell noted that although flat roofs are not generally allowed, the Board is allowing a flat roof for this Application for the following 2 reasons:

1. The scale of the pitched roof is not consistent with the scale of neighboring buildings.
2. Because of the amount of water that would be coming off from a pitched roof, erosion control would be managed much better with a flat roof.

Pam Mitchell: Erosion control- medical waste

Diane Morabito: Erosion control and grading

Mike Lyne: We are looking at how to deal with the back wall

Maureen McGlone: The stability of the slope will not be touched.

Pam Mitchell: Where is the snow going to go?

Mike Lyne: There are a few options: stack it and lose parking, but the reality is that the tenants will have it hauled off.

Chair Willis: What about signs?

Mike Lyne: Nothing yet, however the tenant will have to come to the city for a permit.

Chair Willis: Roads/Traffic

Pam Mitchell: traffic is medium volume

Members discussed parking requirements in 11.4.5.2.1 and 11.4.5.2.2 and noted that they do not apply in the Cobbossee Corridor Zone, however the Applicant does meet the standards for Places of Commerce. CEO Skelton agreed.

Mike Lyne: They can't overflow into the street – there's no room there.

Chair Willis: Waterbodies and Wetlands- no effect on Cobbossee Stream

Diane Morabito: would like a bike rack for employees and they agreed to provide one.

Ron Condon: Area of putting up shrubs, how does that become part of this?

Chair Willis: they own both lots and we will hold them to it.

Applicant will add trees/shrubs that are appropriate.

Pam Mitchell: Motion that all of the standards are met with 2 following conditions:

1.) Loading dock inset at Summer St. side so loading dock is 18 feet wide. 2.) Proper screening with shrubs/trees to the west. Second by Ron Condon. Motion passed by unanimous vote.

Pam Mitchell moved to approve the Application with the 2 previously noted conditions and the note concerning the roof mentioned previously. Zach Hanley 2nd the motion. Motion passed by unanimous vote.

Motion to adjourn made by Pam Mitchell, second by Zachary Hanley. Motion passed by unanimous vote.

Adjourned at 8:45

Submitted by Robin Plourde